

### **Application 7: The Normally Misbehaving Body: Exploring the everyday embodied experiences of children**

Important note: This is a real application which has been doctored for the purposes of training. Information has been removed from the application and the application has been anonymised. The UREC does not endorse this application as a model.

The application, shown on the following pages, was discussed at the workshop. A summary of the key points raised by the participants, the UREC and the original ethics reviewers follows (this is not an exhaustive list):

- It was felt that the application form needed to include more about the reason for the study (i.e. the purpose of researching this 'embodiment' construct);
- In the school-based research activities, there is no reference to what happens to students who don't agree to participate, or whose parent's don't agree to them participating – e.g. should they be offered alternative activities so they don't feel left out?
- There is significant potential for the children involved to experience distress– many kinds of insecurities and issues about their bodies may be raised, including issues of a medical nature or information about criminal activity. These need to be considered carefully and plans for dealing with such issues made clear;
- On page 3 of the application form it states that observations will take place at various times within the school environment. However, information about what actions will be observed is not clear. This flagged up a concern: if the researcher observes an action that looks like bullying, how will s/he deal with this? The researcher should be clearer about what actions will be observed, the potential areas of concern that may be witnessed, and how these will be dealt with if they are interpreted as 'serious'. There is also the issue of 'consequences' for children that requires consideration. For example, if teachers are made aware of actions that have been interpreted by the researcher as 'serious', but from the child's perspective they were considered to be 'rough play', the child may experience distress by the perceived unfairness of the disciplinary action handed out by the teacher;
- The basis of the family interviews will be the use of household photographs. There is a chance that the researcher may come across families who have photographs around the house of children they are no longer in contact with due to family disputes, death of the child, migration, etc. Hence, there is potential for distress but this does not seem to have been acknowledged in the application. Prior to granting ethical approval, it is important to know how the researcher plans to address such issues if they arise;
- On page 4 it states that participants won't be 'questioned on sensitive issues concerning sex, sexuality or intimate aspects of the body'; however, how would the researcher deal with these issues if they did come up? While such issues may not arise, a plan of action should be pre-considered especially in the context of child protection;

- The application form states that other family members may be present for the part of the research taking place in homes (e.g. other children, visitors etc) – however, there are no information sheets/ consent forms provided for these;
- The documentation for the children in the study is quite text-heavy and may not be of an appropriate reading age (some infantile language is used);
- Parents don't appear to have any opportunity to ask questions before consenting to be involved;
- The consent forms don't include a section relating to whether the participant is happy to be contacted in relation to the 2<sup>nd</sup> part of the study;
- No documentation (e.g. consent form) has been produced relating to the approval of the school itself for involvement in the study.

# University Research Ethics Application Form For Staff and Postgraduate Researchers

This form has been approved by the University Research Ethics Committee (UREC)

Tick as appropriate

**Complete this form if you are a member of staff or a postgraduate research student who plans to undertake a research project which requires ethics approval via the University Ethics Review Procedure.**

☒

**or**

**Complete this form if you plan to submit a 'generic' research ethics application (i.e. an application that will cover several sufficiently similar research projects). Information on the 'generic' route is at: <http://www.shef.ac.uk/ris/other/gov-ethics/researchethics/approval-procedure/review-procedure/generic-research-projects.html>**

☐

**\*PLEASE NOTE THAT YOUR DEPARTMENT MAY USE A VARIATION OF THIS FORM: PLEASE CHECK WITH THE ETHICS ADMINISTRATOR IN YOUR DEPARTMENT\***

**This form should be accompanied, where appropriate, by all Information Sheets / Covering Letters / Written Scripts which you propose to use to inform the prospective participants about the proposed research, and/or by a Consent Form where you need to use one.**

Further guidance on how to apply is at:

<http://www.shef.ac.uk/ris/other/gov-ethics/researchethics/approval-procedure/review-procedure>

Guidance on the possible routes for obtaining ethics approval (i.e. on the University Ethics Review Procedure, the NHS procedure and the Social Care Research Ethics Committee, and the Alternative procedure) is at: <http://www.shef.ac.uk/ris/other/gov-ethics/researchethics/approval-procedure/ethics-approval>

**Once you have completed this research ethics application form in full, and other documents where appropriate, check that your name, the title of your research project and the date is contained in the footer of each page and email it to the Ethics Administrator of your academic department. Please note that the original signed and dated version of 'Part B' of the application form should also be provided to the Ethics Administrator in hard copy.**

Ethics Administrators are listed at:

<http://www.shef.ac.uk/ris/other/gov-ethics/researchethics/approval-procedure/review-procedure/3.1-3.1.2.html>

# University Research Ethics Application Form

**I confirm that I have read the current version of the University of Sheffield 'Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue', as shown on the University's research ethics website at: <http://www.shef.ac.uk/ris/other/gov-ethics/researchethics/index.html>**

X

## Part A

**A1. Title of Research Project:** 'The Normally Misbehaving Body: Exploring the everyday embodied experiences of children'

**A2. Contact person** (normally the Principal Investigator, in the case of staff-led research projects, or the student in the case of supervised-postgraduate researcher projects):

Title: **XXXX** First Name/Initials: **XXXX** Last Name: **XXXX**  
Post: **PhD. research student** Department: **XXXX**  
Email: **XXXX** Telephone: **XXXX**

**A2.1. Is this a postgraduate researcher project? Yes**

**If yes, please provide the Supervisor's contact details:** XXXX

**A2.2. Other key investigators/co-applicants** (within/outside University), where applicable:

Please list all (add more rows if necessary)

Title	Full Name	Post	Responsibility in project	Organisation	Department

**A3. Proposed Project Duration:**

Start date: XXXX

End date: XXXX

**A4. Mark 'X' in one or more of the following boxes if your research:**

<input type="checkbox"/>	involves adults with mental incapacity or mental illness
<input type="checkbox"/>	involves prisoners or others in custodial care (e.g. young offenders)
<input checked="" type="checkbox"/>	involves children or young people aged under 18 years
<input type="checkbox"/>	involves using samples of human biological material collected before for another purpose
<input type="checkbox"/>	involves taking new samples of human biological material (e.g. blood, tissue) *
<input type="checkbox"/>	involves testing a medicinal product *
<input type="checkbox"/>	involves taking new samples of human biological material (e.g. blood, tissue) *
<input type="checkbox"/>	involves additional radiation above that required for clinical care *
<input type="checkbox"/>	involves investigating a medical device *

\* If you have marked boxes marked \* then you also need to obtain confirmation that appropriate University insurance is in place. The procedure for doing so is entirely by email. Please send an email addressed to [insurance@shef.ac.uk](mailto:insurance@shef.ac.uk) and request a copy of the 'Clinical Trial Insurance Application Form'.

# University Research Ethics Application Form

It is recommended that you familiarise yourself with the University's Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue before completing the following questions. Please note that if you provide sufficient information about the research (what you intend to do, how it will be carried out and how you intend to minimise any risks), this will help the ethics reviewers to make an informed judgement quickly without having to ask for further details.

## A5. Briefly summarise:

### i. The project's aims and objectives:

(this must be in language comprehensible to a lay person)

The research aims to question traditional constructions of childhood from a sociological perspective, and explore children's experiences and understanding of their bodies. To do this, it will ask the following questions:

- Which elements of the body and embodied experiences are significant to children, and why?
- To what extent are children's embodied experiences contextualised by adult constructions of childhood?
- How does the temporal nature of childhood impact upon children's embodied experiences?

The research will take place across two primary schools, one private and one state school, with around forty children aged between nine and ten, in year five. The final stage of the project, which focuses on the notion of 'change over time' and the temporal nature of childhood, will take place in the family homes of twenty participants from this larger sample.

### ii. The project's methodology:

(this must be in language comprehensible to a lay person)

Particular care has been taken to consider the needs of children involved in the research. The guidelines provided by the Centre for the study of childhood and youth (CSCY) titled '*Ethical considerations in research with children and young people*' (<http://www.cscy.group.shef.ac.uk/postgrad/index.htm>) have therefore informed the methods to be used and the ethical considerations.

These guidelines, which emphasise the need for ethical considerations to be an ongoing and reflexive part of the research process, are exemplary for this project.

#### Observation

Observation in two different schools of playtimes, meal times, registration and assembly over a period of three weeks in each school. A hand-written fieldwork diary will be kept throughout observation.

#### Bodymapping

For this activity, participants will be grouped into threes. If the group does not divide into threes, then some children can participate in pairs. Each participant will be asked to create a full body self portrait using freehand drawing or collage and labels on a 'gingerbread' style outline of a person. They will be asked to think about '*how I look after my body*'. Participants will be questioned in their group about the things they drew or wrote. Discussions of the activity will be the main focus of the analysis, rather than the pictures created by children. However, as it is difficult to know what might be of interest in later analysis, children's consent will be sought (using attached document A) to allow me to keep these pictures for use as reminders of the discussions, to put what could be quite abstract conversations into

context during transcription, and possibly to be used in the final write up of the project. If children wish to keep pictures, I will, with written consent from children, take a photograph or photocopy of the picture to use instead of the original.

#### Paired interviews and timeline creation

Children will be asked to pair off with friends to take part in informal interviews. Splitting the groups of three children working on bodymaps into pairs for the timelines would effectively mean that one child is rejected from the group, for this reason, the activities will be held in different sessions, on different days to avoid upsetting children. Each participant will be asked to create a timeline of an average school day, beginning with 'waking up' and ending with 'going to sleep'. Children will be asked to think about and discuss *'my body through the day'* while they are creating their timelines. These timeline interviews will be semi-structured and take place in quiet areas of the school. Children will be encouraged to discuss between themselves and reassured that it is acceptable for them to ask questions back. This activity will take around one hour depending on participants input and enthusiasm. As with the bodymap pictures, the timelines created by children, or copies of the originals, will be kept with children's consent (see attached document A).

#### Family interviews of photographs

The final method will involve twenty participants (ideally ten from each school) selected from the larger sample to take part in semi-structured interviews with individuals and their families in the home. Consent for this will be sought from children, their parents, and participating family members. In order to explore the subject of *'how I have changed over time'*, families will be asked to have some pictures ready for the interview, in either digital or hard copy. These can be pictures of their child, or of other family members that they feel are significant to the discussion of change over time. Discussions will begin with a consideration of how families make decisions about which photos to display around the home. The interviews will be free-flowing and directed by the families' discussion with me and between members. As far as is practical, all members of the household will be asked to participate, and it is expected that each household will have a different number of participants. The length of the session will depend upon the range of photographs offered by families and the depth of the discussion. No photographs will be taken away from families or reproduced. The discussion of the photographs families choose to include in the interview session will be the focus of analysis.

#### **A6. What is the potential for physical and/or psychological harm / distress to participants?**

This research poses no threat of physical or psychological harm or distress to participants. Research with children invariably involves gaining access through adult gatekeepers, and the subject of children's experience and understandings of their bodies could potentially be seen as sensitive or threatening subject by adults who control access to children and may be off-putting for schools and parents who are required to give consent for children to participate in the research. In this study, participants will not, however, be questioned on sensitive issues concerning sex, sexuality or intimate aspects of the body. On the contrary, the matters most interesting to this research are the more mundane aspects of children's bodies which are so often overlooked. For example, the experience of growing, of feeling tired or how children maintain their appearance in the morning and through the day.

#### **A7. Does your research raise any issues of personal safety for you or other researchers involved in the project? (especially if taking place outside working hours or off University premises)**

**If yes, explain how these issues will be managed.**

This research does not pose any serious issues of personal safety to the researcher. Research sites include two primary schools, and the homes of twenty participants. In order to minimise any potential danger to personal safety, the following precautions will be taken:

- The rules of participating schools including health and safety precautions will be respected and followed.
- I will maintain a respectful and conscientious attitude at all times during research in the private family homes of participants.
- Normal, common sense precautions will be taken such as making visits to unknown areas in daylight, taking well-lit routes to and from the research site, and planning my travel well in advance of the visit.
- Only necessary equipment, including a fully charged mobile phone, tape recorder, note book and pen, will be carried to research sites in order to avoid any potential for theft or mistaken accusation of theft in the event of my personal possessions or valuables being lost.
- A trusted person will be given a sealed envelope with the address of the research site inside it. They will be informed of my expected time of return from the research site, and in the event that I do not report my return within the time decided, and do not answer my mobile phone, the trusted person will be instructed to inform the police of my whereabouts. The time for my return from the research site will be of sufficiently reasonable length to accommodate normal delays such as over-running or traffic delays. I will be sure to always report to the trusted person immediately upon my return and will immediately destroy the details of the research site.

#### **A8. How will the potential participants in the project be:**

##### **i. Identified?**

All children in Year Group Five will be identified as eligible to participate. This is to maximise the number of responses with the expectation that not all children will want, or be allowed to participate (plans for dealing with disappointed children are discussed below).

##### **ii. Approached?**

##### Schools

Five schools were contacted by letter and two, one state and one independent, have now indicated that they are happy to allow me to approach their year five students.

##### Children

I will arrange a time to go into school and talk my research to the year five children as a group (or if necessary to both year five classes separately), and ask all children in year five to participate. Every child in Year Five will be given an information letter and consent forms for them, and for their parent/guardian (see attached documents B, C, D and E). Children will be encouraged to ask questions about the research while I am in school handing out information sheets and consent forms to the year five class. A 'secret question box' will be left in the classroom with pieces of coloured paper for children to discreetly write down any questions they may think of. This encourages children who may not be confident enough to ask questions out loud in front of others. I can then address my answers to the questions to the whole class without identifying the person who asked. While it is important not to bombard children with unnecessary information, it is imperative that children are given enough information about the research before they decide whether to participate or not.

##### Parents/Guardians

Information letters will be sent home with children to present to parents (see attached documents D and E). At least one parent or guardian must sign a consent form for their child to participate in the research. By allowing children to take home the information letter and consent form to present to parents/guardians, the child is positioned as the primary source of consent. This will hopefully limit the problem of children feeling pressured into participating in research by adults around them. This is particularly relevant when dealing with school children who are used to doing activities that adults decide they must do, with little

explanation as to why. If children do not wish to participate, then they do not need to give the information sheet to their parents.

#### Families – for the final phase of the research

##### (Identified)

For the final stage of the fieldwork, a smaller group of twenty children (ideally ten from each school) will be identified from the larger sample by the researcher. The final stage of the research will be explained to the whole year five group, who will all be asked to consider participating, and given information letters (attached document F and H) and consent forms for themselves and for their parents/guardians to give parental consent (attached document I). It will be made clear to children that I will only have time to conduct family interviews with ten children from each school, so children who wish to participate must discuss it with their families and get back to me as soon as possible. In the unlikely event that more than the desired number of participants volunteer for the family interview, the selection will then be based on which children return the consent form most promptly. This is normal practice in schools where space for trips or activities is limited. If children are disappointed at being left out despite having parental consent for the family interview, an alternative research activity could be given to them to carry out. For example, children could be asked to write a short story about their favourite family photographs as research homework. This would help children to feel that they have contributed and could be used in the analysis as additional random data, but would not affect the research schedule.

##### (Approached)

Children who wish to participate will be given information sheets (attached documents F and H) and consent forms (attached documents G and I) to take home. This means that children can make the decision about whether they ask their family to participate.

#### **A9. Will informed consent be obtained from the participants?**

YES ☒ NO ☐

**If informed consent or consent is NOT to be obtained please explain why.**

Further guidance is at: <http://www.shef.ac.uk/ris/other/gov-ethics/researchethics/policy-notes/consent>

#### **A9.1. This question is only applicable if you are planning to obtain informed consent: How do you plan to obtain informed consent? (i.e. the proposed process?):**

##### For research in school

I will arrange a convenient time to visit school to talk to both the year five classes about the research for around ten minutes. Children will be given the opportunity to ask questions to me directly, or through the aforementioned anonymous question box.

I will give children two consent forms and two information letters to take home, one set for them (attached document B) and one set for their parents/guardians (attached document D). I will ask them to take them home, read them carefully, discuss the research with their parents or guardians, and to take time over deciding whether to participate. I will make it clear that if children wish to participate, they must return the consent forms (attached documents C and E) within a week. Their form must be ticked by them, and the parents/guardian form must be signed by at least one parent or guardian.

##### For research in the home

After the final stage of the research has been explained to the year five group, children will be given the opportunity to use the aforementioned 'secret question box'. Children who show an interest in participating will be given two further information letters specific to this final stage of the research, one designed for children (attached document F), and another for their parent/guardian (attached document H). A consent form specific to this stage of the research must be returned by each child (attached document G), and parental consent for the child's participation will be sought from their parent/guardian (attached document I).

It will be emphasised that children need to think carefully about whether they would like to participate, and that it is a decision to be made *with* their families. The parental consent form includes a request for contact details of parents or guardians so that a convenient time can be arranged for the interview.

**A10. What measures will be put in place to ensure confidentiality of personal data, where appropriate?**

Data will be kept well organised in a secure place. Care will be taken to transcribe in a private place. It will be made clear to participants, both adult and child, that their responses will be made anonymous. The schools involved in the research will be given pseudonyms, as will all participants and any individuals alluded to in the research. Children will be allowed to create their own pseudonyms.

Care will be taken to maintain the pseudonyms throughout transcription, analysis and write-up of the research. It may be necessary to describe certain features of the school during the write-up of the research, this will be done with care so as not to reveal the identity of the institution, and therefore compromise the anonymity of the participants involved. By maintaining the anonymity of the school, the anonymity of particular members of staff who may be mentioned will be maintained.

During family interviews, it will be necessary to refer to particular family members, and indicate the size and characteristics of the family unit. Consent will be sought for this, and family members will be asked how they wish their role to be referred to, an issue which may be of particular significant for reconstituted families including step- or adoptive parents.

**A11. Will financial / in kind payments (other than reasonable expenses and compensation for time) be offered to participants?** (Indicate how much and on what basis this has been decided)

No.

**A12. Will the research involve the production of recorded media such as audio and/or video recordings?**

YES ☒ NO ☐

**A12.1.** This question is only applicable if you are planning to produce recorded media:

**How will you ensure that there is a clear agreement with participants as to how these recorded media may be stored, used and (if appropriate) destroyed?**

All research activities except observation will be recorded for the purpose of transcription. Permission for this will be requested in the initial written consent to participate from children and adults. Consent for recording will be flexible and ongoing, discussed with participants prior to each activity and reconfirmed verbally. School staff including teachers will be made aware that I plan to record sessions where they may be present, and their verbal consent will be sought. If participants are resistant to recording, I will make written notes during research activities, and write them up in more detail immediately after the activity. Recorded data will be digitally organised and stored securely on my password protected personal computer and external hard-drive. Following completion of the research project, all recorded data will be destroyed.

With written consent from children (attached document A), visual data created during this research (body maps and timelines) will be kept to aid analysis and may be used in the final write up of the project if it is felt to be relevant. This visual data will be stored safely until the end of the project, and then destroyed

# University Research Ethics Application Form

## Part B – The Signed Declaration

### Title of Research Project: Exploring children's everyday embodied experiences

I confirm my responsibility to deliver the research project in accordance with the University of Sheffield's policies and procedures, which include the University's '*Financial Regulations*', '*Good Research Practice Standards*' and the '*Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue*' (Ethics Policy) and, where externally funded, with the terms and conditions of the research funder.

### In signing this research ethics application form I am also confirming that:

- The form is accurate to the best of my knowledge and belief.
- The project will abide by the University's Ethics Policy.
- There is no potential material interest that may, or may appear to, impair the independence and objectivity of researchers conducting this project.
- Subject to the research being approved, I undertake to adhere to the project protocol without unagreed deviation and to comply with any conditions set out in the letter from the University ethics reviewers notifying me of this.
- I undertake to inform the ethics reviewers of significant changes to the protocol (by contacting my academic department's Ethics Administrator in the first instance).
- I am aware of my responsibility to be up to date and comply with the requirements of the law and relevant guidelines relating to security and confidentiality of personal data, including the need to register when necessary with the appropriate Data Protection Officer (within the University the Data Protection Officer is based in CiCS).
- I understand that the project, including research records and data, may be subject to inspection for audit purposes, if required in future.
- I understand that personal data about me as a researcher in this form will be held by those involved in the ethics review procedure (e.g. the Ethics Administrator and/or ethics reviewers) and that this will be managed according to Data Protection Act principles.
- If this is an application for a 'generic' project all the individual projects that fit under the generic project are compatible with this application.
- I understand that this project cannot be submitted for ethics approval in more than one department, and that if I wish to appeal against the decision made, this must be done through the original department.

Name of the Principal Investigator (or the name of the Supervisor if this is a postgraduate researcher project):

XXXX

If this is a postgraduate researcher project insert the student's name here:

XXXX

Signature of Principal Investigator (or the Supervisor):

Date:

Email the completed application form and provide a signed, hard copy of 'Part B' to the Ethics Administrator (also enclose, if relevant, other documents).

# A: Info Letter and Consent Form School (Drawing) – For Child

Title of Research Project: 'Me and My Body – Research'

Name of Researcher: XXXX

Participant Identification Number for this project:

Thank you so much for making **timelines** and **bodymaps**! They really helped to get us talking about 'me and my body'.

It would help me if you would let me take home your **timeline** and **bodymap** to help me to remember and understand what we talked about.

If you want to keep one, or both of them, I can make copies.

You do not have to let me have the original or a copy, it is up to you.

If you agree to letting me have your original **bodymap** and **timeline**, or a copy, they might even be used in the final write up of this project. This means that people who read it would be able to see your work! The work will always have your **fake name** on it, not your real name.

If you are happy with this, please tick each box to show that you understand



I do not mind if people see my timeline and bodymap.

☐

I understand that my real name will not be used, and instead I will be given a **fake name** so that no one will know that the **timeline** and **bodymap** are mine.

☐

I have read and understand this sheet and I have been able to ask questions if I need to.

☐

Now, only tick the boxes below that you feel comfortable with.



I agree to allow you to take my **original timeline** to use in your research.

☐

I agree to allow you take my **original bodymap** to use in your research.

☐

I agree to allow you to take a **copy** of my **timeline** to use in your research.

☐

I agree to allow you to take a **copy** of my **bodymap** to use in your research.

☐

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Researcher's name

\_\_\_\_\_  
Date

*To be signed and dated in presence of the participant*

Copy to be given to child

## 'Me and My Body Research'

Thank you for looking at this info letter. It will help you to know who I am, why I am doing research in your school, and what will happen if you choose to help me.

### **The Researcher – XXXX**

[PHOTO]

I am student at the University of Sheffield.

I am X years old.

I live in Sheffield.

I have one sister.

I like riding horses, cycling, running, drawing and reading lots of books.

My favourite food is chocolate.

### **The Research**

I want to understand what it is like to be a child, like you, aged nine or ten. I want to know what it is like for you to have your body. To do this, I want to see the sorts of things you do every day in school, talk to you, and do some activities in pairs or threes.

#### **Activity 1: Making Timelines**

You will be asked to get into pairs (you can choose your friends if you like). You will be asked to make a time-line starting with 'waking up' and ending with 'going to sleep'.

While you are making your timeline I will ask you...

**how you look after your body**, and **how your body feels** through the day.

You can draw, write, or tell me.

#### **Activity 2: Making Self Portraits**

You will be asked to get into a group of three (you can choose your friends)

Then you will be asked to make a full-body picture of yourself.

I will ask you about **what** you have made and **why**?

You can draw, write, or use stick and paste cuttings.

### **Things You Need To Know**



The things we talk about when we do the activities will be **recorded**.  
(I will tell you each time I am recording)



I will **write down** the things that were said and **study** them.



You will be given a **fake name** so no one will know what you said.



You are always allowed to **ask questions**.



You are allowed to **stop** at any point for any reason.



**If you want to take part, you need to fill in a consent form, and take a consent form home for your parent or guardian to sign...**

Title of Research Project: 'Me and My Body – Research'

Name of Researcher: XXXX

Participant Identification Number for this project:

Please **tick** each box to show that you understand



I understand that I will be recorded, but I will be told when this is happening.

☐

I agree to things being written down about me and for **XXXX** to study them and use them in her future research.

☐

I understand that my real name will not be used, and instead I will be given a fake name so that no one will know what I have said.

☐

I have read and understand the information letter and I have been able to ask questions if I needed to.

☐

I know that during the research, I am free to stop at any time, for any reason.

☐

I agree to take part in the research.

☐

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Researcher's name

\_\_\_\_\_  
Date

*To be signed and dated in presence of the participant*

Copy to be given to child



The  
University  
Of  
Sheffield.

XXXX

XXXX

**Telephone:** XXXX

**Email:** XXXX

## **'Me and My Body' research project**

Dear parent/guardian

Your child is being invited to take part in a research project and has expressed an interest in doing so. Before you decide whether to consent to your child's participation, it is important for you to understand why the research is being done and what it will involve. Please read the information in this letter carefully, and discuss it with your child. Take time to make your decision, and feel free to contact me with any questions you may have. If you are then happy for your child to take part in this research project, you will need to sign and return the consent form that is attached to this letter.

### **The Research**

This research aims to explore what it is like to be a child in a child's body. In order to do this, I would like to observe the activities of children in school at playtimes, meal times, registration and assembly. I would also like to ask your child to participate in creative activities which encourage them to talk about '*How I look after my body*' and '*How my body feels through the day*'.

#### **Activity 1: Self Portraits**

In small groups, children will be asked to create a full-body self portrait, using free hand drawing, or if they prefer, a template and collage. During this activity children will be encouraged to discuss 'how I look after my body'.

#### **Activity 2: Timelines**

In friendship pairs, children will be asked to create a one-day time line, starting with 'waking up' and ending with 'going to sleep'. Children will be asked to label their time line, describing things they normally do, and discuss '*how my body feels through the day*'.



The  
University  
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Sheffield.

### **Other Things You Need To Know**

I have asked your child's school to put me in contact with both form groups in Year 5. I would like to talk to at least 20 children in your child's school. **I have chosen your child** to talk to because only young people like your child *can* provide information that helps us to understand young people's perspectives. The results of this study will be used in my PhD thesis. I will also provide a summary report for your child's school. This study has been funded by the University of Sheffield and has been subject to ethics review and approved by the University of Sheffield's ethics review panel.

### **If Your Child Does Take Part**

It will be made clear to your child that they are free to stop at any time for any reason. They will not need to give a reason.

Pseudonyms will be given to ensure that neither your child, nor your child's school will be identifiable in any part of the thesis, or report that I write.

Discussion during the activities will be recorded using a Dictaphone. I will then type up what the children say to me and analyse it. Following completion of the project, recordings will be destroyed.

If you are happy for your child to take part in the research, please fill in the parental consent form attached to this letter and remind children to fill in the child consent form if they wish to take part. Please return both consent forms to your child's school and keep this information letter.

Yours faithfully

XXXX

## E: Consent Form School – For Adult

---

Title of Research Project: 'Me and My Body'

Name of Researcher: **XXXX**

Participant Identification Number for this project:

**Please initial each box to show that you understand**

1. I confirm that I have read and understand the information letter explaining the above research project and I have discussed the research with my child and had the opportunity to ask questions about the project. ☐
2. I understand that my child's participation is voluntary and that they are free to withdraw at any time without giving a reason and without there being any negative consequences. In addition, should my child not wish to answer any particular question or questions, they are free to decline. ☐
3. I understand that my information from my child and their school will be made anonymous. ☐
4. I agree for the data collected from my child to be used in future research ☐
5. I agree for my child to take part in the above research project. ☐

\_\_\_\_\_  
**Name of Child (participant)**

\_\_\_\_\_  
**Name of Parent/Guardian  
giving consent**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
Lead Researcher

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

*To be signed and dated in presence of the participant*

Copy to be given to participant.

## F: Information letter for children – Research in the home

### 'Me and my body'

#### Thank you so much for helping me with my research!

You have helped me to find out about how you look after your body, and how your body feels through the day using *bodymaps* and *timelines*.

#### I would like to ask you, and your family to help me with the next bit of my research ...

I want to find out how you feel about how your body has changed over time. To do this, I would like to talk to you about your pictures of you that have been taken since you were a baby, and other pictures that are special to you and your family. I want to know how you think your body has changed, and the things you remember about your body when you were younger.

If you and your family choose to participate, I will visit your home for about an hour, talk to everyone, and look at the pictures that you choose to show me.



I will **write down** the things that were said and **study** them.



You and everyone else in your family will be given **fake names** so no one will know what you or your family said.



You are always allowed to **ask questions**.



You are allowed to **stop** at any point for any reason.



**If you want to help me again, I will give you a letter to take home to your family explaining the research. Together, your family needs to talk about the research. If you would like to help, you will need to fill in the child consent form attached to this letter. You will also need your parent/guardian to sign a consent form for you.**

It is important that you take time think about this. You do not have to take home the letter if you do not want to.

## G: Consent Form Home – For Child

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Title of Research Project: 'Me and My Body – Research' (Home)

Name of Researcher: **XXXX**

Participant Identification Number for this project:

Please **tick** each box to show that you understand



I understand that I will be recorded, but I will be told when this is happening.

☐

I agree to things being written down about me and for **XXXX** to study them and use them in her future research.

☐

I understand that my real name will not be used, and instead I will be given a fake name so that no one will know what I have said.

☐

I have read and understand the information letter and I have been able to ask questions if I needed to.

☐

I know that during the research, I am free to stop at any time, for any reason.

☐

I agree to take part in the research.

☐

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Researcher's name

\_\_\_\_\_  
Date

*To be signed and dated in presence of the participant*

Copy to be given to participant



The  
University  
Of  
Sheffield.

XXXX

XXXX

**Telephone:** XXXX

**Email:** XXXX

Dear parent/guardian

You may remember giving consent for your child to participate in some research in their school about 'Me and My Body'. Your family is now being invited to take part in further research as part of the same project. Before you decide whether you wish to help me with this research, it is important for you to understand why the research is being done and what it will involve. Please read the information in this letter carefully, and discuss it with your family. Take time to make your decision together, and feel free to contact me with any questions you may have. If you and your family are happy to take part, you will need to sign and return the attached consent form.

**Why Further Research?** The research with your child in school explored how children understand their bodies. Now, I would like to explore how children understand and experience 'change over time' in relation to their bodies. To do this, I would like to discuss with you, your child and other family members, how your child's body has changed over time. To do this, it would be really helpful if you would talk to me about any photographs that are significant to your family, that have been taken since your child was a baby. Everyone in the family is welcome to join in, and the session will be very relaxed and informal.

**How long will it take?** The session will take as long as is convenient for you and your family, but ideally I would like to talk with your family for around one hour.

**What will we need to do if we choose to help you?** I will need to arrange a convenient time to visit your home, when you and your child will be free to participate. All members of your family or household are welcome to join in too, but they do not have to. I would like you to gather some family photographs that you feel are especially significant for your family, and which show how your child has changed over time, have them ready for the session in digital or hard copy. You do not have to give any photographs to me, I just want to discuss them with you and your family.



The  
University  
Of  
Sheffield.

**What will the information be used for?** The results of this study will be used in my PhD thesis alongside the earlier data collected from children in school. I am happy to provide feedback and discuss the results of the project with you and your family at any point.

**Who is organising and funding the research?** This study has been funded by the University of Sheffield and has been subject to ethics review and approved by the University of Sheffield's ethics review panel.

**If your family does decide to take part:**

It will be made clear to everyone that they are free to stop at any time for any reason. They will not have to give a reason.

Pseudonyms will be given to ensure that nobody will be identifiable in any part of the thesis, or report that I write.

Discussion during the session will be recorded using a Dictaphone. I will then type up what is said and analyse it. Following the completion of the project, all recordings will be destroyed.

If you are interested in becoming involved in this research, then each family or household member who wishes to participate needs to sign one of the consent forms attached to this letter. Please contact me if you require any more consent forms. It is fine if some members wish to participate and others do not, as long as everyone is comfortable with the session taking place in their home. Please return the family consent form using the stamped addressed envelope I have provided and keep this information letter.

Yours faithfully

XXXX

## I: Consent Form Home–adult consent for child

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Title of Research Project: 'Me and My Body'

Name of Researcher: **XXXX**

Participant Identification Number for this project:

**Please initial each box to show that you understand**

4. I confirm that I have read and understand the information letter explaining the above research project and I have had the opportunity to ask questions about the project.

☐

5. I understand that my participation is voluntary and that I am free to withdraw at any time without giving a reason and without there being any negative consequences. In addition, should I not wish to answer any particular question or questions, I am free to decline.

☐

6. I understand that I will be made anonymous.

☐

4. I agree for the data collected from me to be used in future research

☐

5. I agree to take part in the above research project.

☐

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**Your contact telephone number (I will call you to arrange the research session)**

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**Name**

---

**Date**

---

**Signature**

---

Lead Researcher

---

Date

---

Signature

*To be signed and dated in presence of the participant*

Copy for participant